



Pre-Service Training Language and Culture Facilitator (LCF)

Job Posting

Location	Don Chedi, Supanburi Province (transportation and lodging provided)
Duration of contract	Not to exceed 109 total days, paid at daily rate
Training of Trainers (TOT) Workshop	December 12, 2023 to January 6, 2024
Pre-Service Training (PST)	January 7, 2024 to March 18, 2024
PST Reconnect	June 24, 2024 to July 3, 2024 (Tentative dates)
<i>*note that several holidays fall within this period. The total working days shall not exceed (109 total days)</i>	
Number of positions	15 LCFs to be hired
Reports to	Language and Culture Coordinator (LCC)

POSITION SUMMARY

This is a full-time, short-term contract position which requires approximately 14 weeks of living and working at the central training site in Don Chedi, Supanburi Province. The contract also includes 11 working days in Supanburi in June and July for PST Reconnect. Transportation and lodging are provided.

The Language and Culture Facilitator (LCF) works closely with a group of 4-6 adult American Peace Corps trainees throughout their 10-week Pre-Service Training (PST). Trainees learn to speak the Thai language and integrate into Thai culture. LCFs will also work with the same cohort of Volunteers three months later to continue language and cultural learning at PST Reconnect.

The LCFs spend the morning in a training village conducting language and culture classes; in the afternoon, they prepare lessons and materials, offer 1-on-1 language sessions, assist with general or technical training sessions, meet with staff, and/or serve as a cultural liaison between PCTs and host families.

Under the direction of the Language and Cross-Cultural Coordinator (LCC), the LCF conducts Thai language classes following a prescribed curriculum, using a variety of language training techniques, methodologies, resources, and activities. LCFs also work closely with the LCC to design, plan, deliver, and evaluate cross-cultural training activities. LCFs participate in the evaluation of the trainees' performance, and overall assessment of the language training program.

MAJOR DUTIES AND RESPONSIBILITIES

Language Teacher

- Establishes and implements weekly schedule of formal language training activities, 4 hours per day, 4-5 days per week, based on the Peace Corps language program and in accordance with the PST calendar of training events.
- Designs and implements lesson plans based on acquisition of specific communicative tasks and learning objectives. Lesson plans will be developed using the Peace Corps lesson planning

format and should incorporate language, cultural, technical, safety and security and medical components.

- Facilitates or co-facilitates additional language training classes and activities at the central hub site.
- Is available outside "classroom" hours to assist with additional language learning activities, including individual tutorials, and with cultural integration.
- Helps trainees to develop strategies for ongoing learning.
- Provides regular and consistent feedback to Trainees concerning language acquisition and performance.
- In coordination with the LCC, implements assessment and evaluation tools to gauge Trainees' cultural adaptation and language proficiency levels, and documents performance.
- Evaluates language materials and contributes to the final language training report, documenting all lessons and activities for future use. Participates in the compiling and storing of language training materials.

Community & Cultural Guide

- Works closely with the LCC to design and implement cross-cultural learning activities at the training site and in training clusters.
- Facilitates bi-weekly cultural discussions with trainees in their village groups.
- Assists and coaches Trainees in resolving issues related to their home-stay experience.
- Serves as the intermediary between host families and Trainees. Provides cultural guidance in day-to-day social interaction.
- Acts as an interpreter and translator, as needed.

Member of the Language Team

- Participates in all Training of Trainers (TOT) sessions and activities prior to PST.
- During TOT, works with LCC to develop language and culture training strategy and create lesson plans for orientation and PST sessions.
- Meets regularly with PST staff to review trainee progress and make recommendations for individual learning strategies.
- Meets regularly with LCC to discuss training design and content.
- Provides LCC with recommendations for improvements in language and culture training for future PSTs.
- Participates in the compiling, storing and documenting of language and culture training materials.
- Submits all lesson plans, language and culture materials and visuals to the Language Coordinator at the end of PST.
- Attends the PST debrief meeting.
- Completes all online training required by Peace Corps.

Technical support

Collaborates with Program and Training Specialists (PTs) on technical activities and participates in technical training sessions, as needed. Acts as a resource person for trainees on topics related to Thai schools or youth development.

Safety and Security

Assists the Training Manager in developing, assessing, and redesigning competencies and training sessions as required. Evaluates and reports Volunteer/Trainee acquisition of safety and security competencies. Immediately communicates Volunteer safety and security concerns and issues to the Safety and Security Manager (SSM) and Training Manager. Supports the safety and security systems that are in-place for pre-service training, including reinforcing Trainee roles and responsibilities related to personal safety and security. Knowledgeable and supportive of Peace Corps safety and security policies and procedures, including the timely reporting of suspicious incidents, persons, or articles.

Per MS 270, all members of the Peace Corps staff must be familiar with the Emergency Action Plan and their responsibilities in the event of an emergency.

REQUIRED QUALIFICATIONS

Education: University degree, equivalent to a bachelor's degree, in Linguistics, Education, Teaching or related field.

Prior Work Experience: Two (2) years of language teaching experience.

Language Proficiency: Native Thai speaker. Level 4 language proficiency in both English and Thai, according to the Interagency Language Roundtable <http://www.govtilr.org/>.

Knowledge, Skills, and Attitudes: Competence in using the Internet, and basic word processing software; Ability to operate general office equipment such as: copiers, printers, computers; Knowledge of local cultural practices; Knowledge of U.S. American cultural attributes; Attention to detail and ability to remain calm under pressure is essential; Ability to pass a background check conducted by the United States Embassy; Ability to travel within Thailand; Ability to ride a bicycle. Courteous, attentive, and able to give and receive both positive and constructive feedback; Collaborative and works well in teams.

DESIRED QUALIFICATIONS:

Education: Advanced university degree in Linguistics, Education, Teaching or related field.

Prior Work Experience: Three (3) years Thai language teaching experience; one (1) year of working with U.S. Americans

Language Proficiency: Native Thai speaker. Level 5 language proficiency in both English and Thai, according to the Interagency Language Roundtable <http://www.govtilr.org/>.

Knowledge, Skills, and Attitudes: Well versed in Thai culture, history, and traditions.

Application Period: August 4, 2023 – September 1, 2023

To apply: Submit a complete resume to ThailandJobs@peacecorps.gov during the application period listed above.

Notes:

- Only short-listed candidates will be contacted.
- One or more positions may be filled from this announcement.

- Peace Corps may consider international applicants, but reserves the right to prioritize host country national candidates.
- Contracting Officer reserves the right to accept late applications on an ad hoc basis
- Candidates must indicate if they have ever previously served as a Peace Corps Trainee, Volunteer, or Staff member.
- Peace Corps reserves the right to withhold an offer from any candidate with a prior history of poor performance or conduct as a Peace Corps Trainee, Volunteer, or Staff member.
- Peace Corps reserves the right to withhold an offer to any candidate that is a relative or household member of any current Peace Corps staff member.
- Peace Corps will not discriminate against an applicant because of that person's race, color, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, age (40 or older, except when the applicant is beyond the mandatory retirement age of 60 years old), disability, or genetic information.